

## Guideline for Bachelor Thesis

This document contains the most important guidelines for writing the Bachelor Thesis at the Department of Statistics, Econometrics and Empirical Economics. It is not exhaustive, but sums up general rules and points out the most important issues.

### 1. Prerequisites

Students, choosing to write their Bachelor Thesis in Econometrics should have acquired basic knowledge about econometric methods and their application in Economics and Finance. They must have attended at least one of the following courses:

- Applied Econometrics
- Applied Time Series
- Multivariate Methods in Finance and Marketing

### 2. General Information

- The aim of the bachelor thesis is to show the ability of a student to discuss a problem or a subject in statistics or econometrics in a scientific way.
- The bachelor thesis covers a maximum of 15 pages. Extensive figures and tables should be deferred to the appendix. The appendix is not included in the page limit.
- The final grade consists of the written thesis (70 percent) and the final presentation (30 percent).
- Students should choose their topic on their own. The topic should be discussed in advance with the supervisor. For an empirical thesis the students need to search, process and handle the datasets themselves.
- Students need to hand in a printed copy and an electronic (pdf-format) version.
- The bachelor thesis and the presentation should be in English (German thesis and presentation are possible as well).

### 3. Timeline

- 7.10.2008 Registration and preliminary discussion for Bachelor Seminar
- 21.10.2008 Discussion of the topic with supervisor
- 28.10.2008 Start with Bachelor thesis
- 18.11.2008 Present your first draft and receive feedback of supervisors
- 9.12.2008 Hand in your final Bachelor thesis
- 16.12.2008 Presentation of your final thesis

### 4. Formal Guidelines

- **Editing:** Preferably use LaTeX.
- **Font Size:** 12pt
- **Alignment:** Justified
- **Line Spacing:** 1.5
- **Quoting examples:**  
Quote within the text:  
”.. the ACD model is able to account for transaction price durations.. (Engle and Russell, 2002)”  
or:  
“Engle and Russell (2002) show that the ACD model is....”  
If quoting from books, please state page number as:  
(Greene, 2000, p.80)
- Avoid direct quotes.

### 5. Structure of the Thesis

- **Frontpage:** Please make use of the provided frontpage!
- **Table of Content:** Number headings here and in the text identically
- **Table of Figures:** List all figures of your thesis
- **List of Tables:** List all tables of your thesis
- **Content:**
  - The Introduction leads to the main topic and motivates the approach. The Body then deals with the econometric and economic theory, describes the data and explains the application. The Summary sums up the results in a critical manner and concludes.
  - Use Arabic Numerals for Content, use Roman Numerals for all Table of Content, List of Figures,...
  - Use footnotes only where necessary.
  - If possible avoid abbreviations.
  - Argue in economic terms and not by using variables and symbols.

- Orthography, grammar and style of the thesis are taken into account for grading.
- **Appendix:** Optionally for mathematical derivations, additional tables and figures.
- **References:** List **all** referenced sources (books, papers, publications) mentioned (and **only** those mentioned) in the thesis in an alphabetical order.